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**From:** Matthews, Rachel  
**Sent:** Friday, September 22, 2017 11:21 AM  
**To:** Christian, Doretha; Rodriguez, Jose; Collier, Deanna; Cooper, WilliamF; Frey, John; Adams, Pratistha; Guidry, Randy; Houston, Robert; Houston, Pamela; Krieger, Geoffrey; Meyer, John; Mickunas, Dave; Molina, Rudy; Ohl, Matthew; Sanders, LaTonya; Schmaedick, Manuel; Swatts, Darriel; Taylor, Maren; Wagner, Christine  
**Cc:** MSD Houston; Bokun, Lisa; R6HarveyLSC; R6HarveyInfo; R6HarveyFSC; Carter, Timber  
**Subject:** RE: M6H1 Harvey Response - Texas Hotel Occupancy Tax Exemption Certificate

Hi Doretha,

Is there also one email/contact for the other hotels we stayed at, or do we all need to contact those hotels individually?

Rachel Matthews  
Water Enforcement Branch  
U.S. EPA Region 6  
Mail Code: 6EN-WM  
1445 Ross Avenue, Suite 1200  
Dallas, TX 75202  
(214)-665-8589

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**From:** Christian, Doretha  
**Sent:** Thursday, September 21, 2017 7:27 PM  
**To:** Rodriguez, Jose ; Collier, Deanna ; Cooper, WilliamF ; Frey, John ; Adams, Pratistha ; Guidry, Randy ; Houston, Robert ; Houston, Pamela ; Krieger, Geoffrey ; Matthews, Rachel ; Meyer, John ; Mickunas, Dave ; Molina, Rudy ; Ohl, Matthew ; Sanders, LaTonya ; Schmaedick, Manuel ; Swatts, Darriel ; Taylor, Maren ; Wagner, Christine  
**Cc:** MSD Houston ; Bokun, Lisa ; R6HarveyLSC ; R6HarveyInfo ; R6HarveyFSC ; Carter, Timber  
**Subject:** M6H1 Harvey Response - Texas Hotel Occupancy Tax Exemption Certificate

EPA Harvey Response Travelers-

The Club Quarters Hotel in Houston informed me today that you did not provide the Texas Hotel Occupancy Tax Exemption Certificate required at check-in or prior to check-out in order to claim exemption from hotel taxes. If you review your receipt, you may notice that taxes are included. For those who had multiple deployments, a certificate is required for every reservation. Please complete the attached form, scan and email it to [tx\\_msd@clubquarters.com](mailto:tx_msd@clubquarters.com) with the subject "Tax Exemption Certificate" and the hotel will remove the taxes and issue a credit to your travel card.

If you have any questions, please call the hotel front desk at 713.224.6400. If you provided the form, either since your arrival back to your home, have emailed it or this message doesn't apply to you, please disregard or just check with the hotel to verify receipt of it. Thanks for your support and deployment for Hurricane Harvey response.

Doretha A. Christian  
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Superfund Division, Enforcement Assessment Section  
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